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JULY 12, 2005	
CLERK US DISTRICT COURT	
DISTRICT OF ARIZONA	
BY <u>/s/ D. Lucas</u> DEPUTY	

IN THE UNITED STATES DISTRICT COURT  
FOR THE DISTRICT OF ARIZONA

In the matter of  
SUBMISSION OF DOCUMENTS  
FOR FILING UNDER SEAL

GENERAL ORDER 05-23

To promote consistency in the manner in which documents intended for filing under seal are received and processed by the Clerk's Office, IT IS ORDERED that:

- Every document submitted for filing under seal must be accompanied by a motion to seal and proposed order granting the motion. Otherwise, the face of the sealed document must clearly reference the governing statute, rule or order which authorizes the sealed filing.
- The document to be sealed, as well as any motion and proposed order for filing under seal, must be presented to the Clerk in paper form, and be accompanied by a diskette or CD-ROM containing an electronic version of such documents. Counsel are prohibited from electronically filing sealed documents.
- Regardless of whether or not the court grants a motion to seal, the motion and order will be filed under seal. If the motion is denied, the proposed document will be returned to the filer who may resubmit the filing as a public document, or take any other action deemed appropriate and consistent with the court's ruling.

1 IT IS FURTHER ORDERED that the requirements described herein are effective on  
2 August 1, 2005.

3 IT IS FURTHER ORDERED that this General Order be referred to the District's  
4 Advisory Committee on the Local Rules of Practice for review and possible incorporation  
5 or adaptation into the Local Rules of Practice during the next revision cycle.

6  
7 DATED this 12<sup>th</sup> day of July, 2005.

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10 /s/ Stephen M. McNamee  
11 Stephen M. McNamee  
12 Chief United States District Judge  
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